



3014 (02-09-04)

**ANNUAL REPORT**

OF

Name: BALDWIN MUNICIPAL WATER UTILITY

Principal Office: 400 CEDAR STREET  
P.O. BOX 113  
BALDWIN, WI 54002

For the Year Ended: DECEMBER 31, 2002

WATER, ELECTRIC, OR JOINT UTILITY  
TO  
PUBLIC SERVICE COMMISSION OF WISCONSIN

P.O. Box 7854  
Madison, WI 53707-7854  
(608) 266-3766

*This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.*



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**IDENTIFICATION AND OWNERSHIP**

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**Exact Utility Name:** BALDWIN MUNICIPAL WATER UTILITY**Utility Address:** 400 CEDAR STREET

P.O. BOX 113

BALDWIN, WI 54002

**When was utility organized?** 12/31/1895**Report any change in name:****Effective Date:****Utility Web Site:**

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**Utility employee in charge of correspondence concerning this report:**

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**Name:** MRS CYNTHIA DERINGER**Title:** ADMINISTRATOR/CLERK**Office Address:**

400 CEDAR STREET

P.O. BOX 113

BALDWIN, WI 54002

**Telephone:** (715) 684 - 3426**Fax Number:** (715) 684 - 4708**E-mail Address:** vilbldwn@baldwin-telecom.net

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**Individual or firm, if other than utility employee, preparing this report:**

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**Name:** DON BETTHAUSER**Title:****Office Address:** WIPFLI ULLRICH BERTELSON LLP

3703 OAKWOOD HILLS PARKWAY

P.O. BOX 690

EAU CLAIRE, WI 54702-0690

**Telephone:** (715) 858 - 6604**Fax Number:** (715) 832 - 2345**E-mail Address:** dbetthauser@wipfli.com

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**President, chairman, or head of utility commission/board or committee:**

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**Name:** MR. DON MCGEE**Title:** PRESIDENT**Office Address:**

400 CEDAR STREET

P.O. BOX 113

BALDWIN, WI 54002

**Telephone:** (715) 684 - 3426**Fax Number:** (715) 684 - 4708**E-mail Address:**

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**Are records of utility audited by individuals or firms, other than utility employee?** YES

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**IDENTIFICATION AND OWNERSHIP**

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**Individual or firm, if other than utility employee, auditing utility records:**

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**Name:****Title:**

**Office Address:** WIPFLI ULLRICH BERTELSON LLP  
3703 OAKWOOD HILLS PARKWAY  
P.O. BOX 690  
EAU CLAIRE, WI 54702-0690

**Telephone:** (715) 858 - 6604**Fax Number:** (715) 832 - 2345**E-mail Address:** dbethhauser@wipfli.com**Date of most recent audit report:** 2/24/2003**Period covered by most recent audit:** 01/01/02-12/31/02

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**Names and titles of utility management including manager or superintendent:**

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**Name:** MR JOHN TRAXLER**Title:** SUPERINTENDENT**Office Address:**

400 CEDAR STREET  
P.O. BOX 113  
BALDWIN, WI 54002

**Telephone:** (715) 684 - 2535**Fax Number:** (715) 684 - 2351**E-mail Address:** baldpw@scecn.net

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**Name of utility commission/committee:**    Baldwin Utility Committee

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**Names of members of utility commission/committee:**

MR DUANE RUSSETT, BOARD MEMBER

MR JOHN TRAXLER, SUPERINTENDENT

MR WILLIE ZEVENBERGEN, BOARD MEMBER

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**Is sewer service rendered by the utility?** NO**If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes?** NO**Date of Ordinance:** 

**Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)?**    NO

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**Provide the following information regarding the provider(s) of contract services:**

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## IDENTIFICATION AND OWNERSHIP

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**Firm Name:**

**Contact Person:**

**Title:**

**Telephone:**

**Fax Number:**

**E-mail Address:**

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**Contract/Agreement beginning-ending dates:**

**Provide a brief description of the nature of Contract Operations being provided:**

**INCOME STATEMENT**

<b>Particulars (a)</b>	<b>This Year (b)</b>	<b>Last Year (c)</b>	
<b>UTILITY OPERATING INCOME</b>			
Operating Revenues (400)	361,675	323,478	<b>1</b>
<b>Operating Expenses:</b>			
Operation and Maintenance Expense (401-402)	149,290	125,343	<b>2</b>
Depreciation Expense (403)	67,405	60,204	<b>3</b>
Amortization Expense (404-407)	0		<b>4</b>
Taxes (408)	74,416	64,648	<b>5</b>
<b>Total Operating Expenses</b>	<b>291,111</b>	<b>250,195</b>	
<b>Net Operating Income</b>	<b>70,564</b>	<b>73,283</b>	
Income from Utility Plant Leased to Others (412-413)	0	0	<b>6</b>
<b>Utility Operating Income</b>	<b>70,564</b>	<b>73,283</b>	
<b>OTHER INCOME</b>			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	<b>7</b>
Income from Nonutility Operations (417)	0		<b>8</b>
Nonoperating Rental Income (418)	0	0	<b>9</b>
Interest and Dividend Income (419)	31,285	8,985	<b>10</b>
Miscellaneous Nonoperating Income (421)	0	0	<b>11</b>
<b>Total Other Income</b>	<b>31,285</b>	<b>8,985</b>	
<b>Total Income</b>	<b>101,849</b>	<b>82,268</b>	
<b>MISCELLANEOUS INCOME DEDUCTIONS</b>			
Miscellaneous Amortization (425)	0	0	<b>12</b>
Other Income Deductions (426)	0	0	<b>13</b>
<b>Total Miscellaneous Income Deductions</b>	<b>0</b>	<b>0</b>	
<b>Income Before Interest Charges</b>	<b>101,849</b>	<b>82,268</b>	
<b>INTEREST CHARGES</b>			
Interest on Long-Term Debt (427)	31,823	7,928	<b>14</b>
Amortization of Debt Discount and Expense (428)	967	5,040	<b>15</b>
Amortization of Premium on Debt--Cr. (429)			<b>16</b>
Interest on Debt to Municipality (430)	0	0	<b>17</b>
Other Interest Expense (431)	0	0	<b>18</b>
Interest Charged to Construction--Cr. (432)			<b>19</b>
<b>Total Interest Charges</b>	<b>32,790</b>	<b>12,968</b>	
<b>Net Income</b>	<b>69,059</b>	<b>69,300</b>	
<b>EARNED SURPLUS</b>			
Unappropriated Earned Surplus (Beginning of Year) (216)	412,589	343,289	<b>20</b>
Balance Transferred from Income (433)	69,059	69,300	<b>21</b>
Miscellaneous Credits to Surplus (434)	0	0	<b>22</b>
Miscellaneous Debits to Surplus--Debit (435)	0	0	<b>23</b>
Appropriations of Surplus--Debit (436)	0	0	<b>24</b>
Appropriations of Income to Municipal Funds--Debit (439)	0	0	<b>25</b>
<b>Total Unappropriated Earned Surplus End of Year (216)</b>	<b>481,648</b>	<b>412,589</b>	

**INCOME STATEMENT ACCOUNT DETAILS**

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Income from Nonutility Operations, Account 417.

Description of Item (a)	Amount (b)	
<b>Revenues from Utility Plant Leased to Others (412):</b>		
NONE		1
<b>Total (Acct. 412):</b>	0	
<b>Expenses of Utility Plant Leased to Others (413):</b>		
NONE		2
<b>Total (Acct. 413):</b>	0	
<b>Income from Nonutility Operations (417):</b>		
NONE		3
<b>Total (Acct. 417):</b>	0	
<b>Nonoperating Rental Income (418):</b>		
NONE		4
<b>Total (Acct. 418):</b>	0	
<b>Interest and Dividend Income (419):</b>		
INTEREST ON CHECKING AND INVESTMENT ACCOUNTS	2,433	5
INTEREST ON BOND SINKING FUND	385	6
INTEREST ON TREASURY NOTES	7,207	7
INTEREST ON ADVANCE TO MUNICIPALITY	21,260	8
<b>Total (Acct. 419):</b>	31,285	
<b>Miscellaneous Nonoperating Income (421):</b>		
NONE		9
<b>Total (Acct. 421):</b>	0	
<b>Miscellaneous Amortization (425):</b>		
NONE		10
<b>Total (Acct. 425):</b>	0	
<b>Other Income Deductions (426):</b>		
NONE		11
<b>Total (Acct. 426):</b>	0	
<b>Miscellaneous Credits to Surplus (434):</b>		
NONE		12
<b>Total (Acct. 434):</b>	0	
<b>Miscellaneous Debits to Surplus (435):</b>		
NONE		13
<b>Total (Acct. 435)--Debit:</b>	0	
<b>Appropriations of Surplus (436):</b>		
Detail appropriations to (from) account 215		14
<b>Total (Acct. 436)--Debit:</b>	0	
<b>Appropriations of Income to Municipal Funds (439):</b>		
NONE		15
<b>Total (Acct. 439)--Debit:</b>	0	



**INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)**

<b>Particulars (a)</b>	<b>Water (b)</b>	<b>Electric (c)</b>	<b>Sewer (d)</b>	<b>Gas (e)</b>	<b>Total (f)</b>	
Revenues (account 415)					<b>0</b>	<b>1</b>
<b>Costs &amp; Expenses of Merchandising, Jobbing and Contract Work (416):</b>						
Cost of merchandise sold					<b>0</b>	<b>2</b>
Payroll					<b>0</b>	<b>3</b>
Materials					<b>0</b>	<b>4</b>
Taxes					<b>0</b>	<b>5</b>
<b>Other (list by major classes):</b>						
NONE					<b>0</b>	<b>6</b>
<b>Total costs and expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net income (or loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT**

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

<b>Description (a)</b>	<b>Water Utility (b)</b>	<b>Electric Utility (c)</b>	<b>Sewer Utility (Regulated Only) (d)</b>	<b>Gas Utility (e)</b>	<b>Total (f)</b>	
Total operating revenues	361,675	0	0	0	<b>361,675</b>	<b>1</b>
Less: interdepartmental sales	0		0	0	<b>0</b>	<b>2</b>
Less: interdepartmental rents	0	0		0	<b>0</b>	<b>3</b>
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0				<b>0</b>	<b>4</b>
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained					<b>0</b>	<b>5</b>
<b>Other Increases or (Decreases) to Operating Revenues - Specify:</b>						
NONE					<b>0</b>	<b>6</b>
<b>Revenues subject to Wisconsin Remainder Assessment</b>	<b>361,675</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>361,675</b>	

**DISTRIBUTION OF TOTAL PAYROLL**

1. Amount originally charged to clearing accounts as shown in column (b) should be shown as finally distributed in column (c).
2. The amount for clearing accounts in column (c) is entered as a negative for account "Clearing Accounts" and the distributions to accounts on all other lines in column (c) will be positive with the total of column (c) being zero.
3. Provide additional information in the schedule footnotes when necessary.

<b>Accounts Charged (a)</b>	<b>Direct Payroll Distribution (b)</b>	<b>Allocation of Amounts Charged Clearing Accts. (c)</b>	<b>Total (d)</b>	
Water operating expenses	76,702		<b>76,702</b>	<b>1</b>
Electric operating expenses			<b>0</b>	<b>2</b>
Gas operating expenses			<b>0</b>	<b>3</b>
Heating operating expenses			<b>0</b>	<b>4</b>
Sewer operating expenses			<b>0</b>	<b>5</b>
Merchandising and jobbing			<b>0</b>	<b>6</b>
Other nonutility expenses			<b>0</b>	<b>7</b>
Water utility plant accounts			<b>0</b>	<b>8</b>
Electric utility plant accounts			<b>0</b>	<b>9</b>
Gas utility plant accounts			<b>0</b>	<b>10</b>
Heating utility plant accounts			<b>0</b>	<b>11</b>
Sewer utility plant accounts			<b>0</b>	<b>12</b>
Accum. prov. for depreciation of water plant			<b>0</b>	<b>13</b>
Accum. prov. for depreciation of electric plant			<b>0</b>	<b>14</b>
Accum. prov. for depreciation of gas plant			<b>0</b>	<b>15</b>
Accum. prov. for depreciation of heating plant			<b>0</b>	<b>16</b>
Accum. prov. for depreciation of sewer plant			<b>0</b>	<b>17</b>
Clearing accounts			<b>0</b>	<b>18</b>
All other accounts			<b>0</b>	<b>19</b>
<b>Total Payroll</b>	<b>76,702</b>	<b>0</b>	<b>76,702</b>	

**BALANCE SHEET**

<b>Assets and Other Debits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>UTILITY PLANT</b>			
Utility Plant (100)	3,966,031	3,613,655	<b>1</b>
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	557,814	513,266	<b>2</b>
<b>Net Utility Plant</b>	<b>3,408,217</b>	<b>3,100,389</b>	
<b>OTHER PROPERTY AND INVESTMENTS</b>			
Nonutility Property (121)	0	0	<b>3</b>
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	<b>4</b>
<b>Net Nonutility Property</b>	<b>0</b>	<b>0</b>	
Investment in Municipality (123)	450,000	450,000	<b>5</b>
Other Investments (124)	693	693	<b>6</b>
Special Funds (125)	0	0	<b>7</b>
<b>Total Other Property and Investments</b>	<b>450,693</b>	<b>450,693</b>	
<b>CURRENT AND ACCRUED ASSETS</b>			
Cash and Working Funds (131)	228,809	163,685	<b>8</b>
Temporary Cash Investments (132)	190,833	115,162	<b>9</b>
Notes Receivable (141)	0	0	<b>10</b>
Customer Accounts Receivable (142)	65,591	50,184	<b>11</b>
Other Accounts Receivable (143)	0	0	<b>12</b>
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	<b>13</b>
Receivables from Municipality (145)	0	0	<b>14</b>
Materials and Supplies (150)	16,539	17,100	<b>15</b>
Prepayments (165)	0	0	<b>16</b>
Other Current and Accrued Assets (170)			<b>17</b>
<b>Total Current and Accrued Assets</b>	<b>501,772</b>	<b>346,131</b>	
<b>DEFERRED DEBITS</b>			
Unamortized Debt Discount and Expense (181)	18,373	19,340	<b>18</b>
Extraordinary Property Losses (182)	0	0	<b>19</b>
Other Deferred Debits (183)	0	0	<b>20</b>
<b>Total Deferred Debits</b>	<b>18,373</b>	<b>19,340</b>	
<b>Total Assets and Other Debits</b>	<b>4,379,055</b>	<b>3,916,553</b>	

**BALANCE SHEET**

<b>Liabilities and Other Credits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>PROPRIETARY CAPITAL</b>			
Capital Paid in by Municipality (200)	1,031,538	825,284	<b>21</b>
Appropriated Earned Surplus (215)			<b>22</b>
Unappropriated Earned Surplus (216)	481,648	412,589	<b>23</b>
<b>Total Proprietary Capital</b>	<b>1,513,186</b>	<b>1,237,873</b>	
<b>LONG-TERM DEBT</b>			
Bonds (221)	656,046	675,854	<b>24</b>
Advances from Municipality (223)	103,502	103,502	<b>25</b>
Other Long-Term Debt (224)	0	0	<b>26</b>
<b>Total Long-Term Debt</b>	<b>759,548</b>	<b>779,356</b>	
<b>CURRENT AND ACCRUED LIABILITIES</b>			
Notes Payable (231)	0	0	<b>27</b>
Accounts Payable (232)	33,244	1,613	<b>28</b>
Payables to Municipality (233)	131,713	33,519	<b>29</b>
Customer Deposits (235)			<b>30</b>
Taxes Accrued (236)	69,572	60,200	<b>31</b>
Interest Accrued (237)	0	0	<b>32</b>
Other Current and Accrued Liabilities (238)			<b>33</b>
<b>Total Current and Accrued Liabilities</b>	<b>234,529</b>	<b>95,332</b>	
<b>DEFERRED CREDITS</b>			
Unamortized Premium on Debt (251)	0	0	<b>34</b>
Customer Advances for Construction (252)			<b>35</b>
Other Deferred Credits (253)	0	0	<b>36</b>
<b>Total Deferred Credits</b>	<b>0</b>	<b>0</b>	
<b>OPERATING RESERVES</b>			
Property Insurance Reserve (261)			<b>37</b>
Injuries and Damages Reserve (262)			<b>38</b>
Pensions and Benefits Reserve (263)			<b>39</b>
Miscellaneous Operating Reserves (265)			<b>40</b>
<b>Total Operating Reserves</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
Contributions in Aid of Construction (271)	1,871,792	1,803,992	<b>41</b>
<b>Total Liabilities and Other Credits</b>	<b>4,379,055</b>	<b>3,916,553</b>	

**NET UTILITY PLANT**

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

<b>Particulars (a)</b>	<b>Water (b)</b>	<b>Sewer (c)</b>	<b>Gas (d)</b>	<b>Electric (e)</b>	
<b>Plant Accounts:</b>					
Utility Plant in Service (101)	3,966,031	0	0	0	<b>1</b>
Utility Plant Purchased or Sold (102)					<b>2</b>
Utility Plant in Process of Reclassification (103)					<b>3</b>
Utility Plant Leased to Others (104)					<b>4</b>
Property Held for Future Use (105)					<b>5</b>
Completed Construction not Classified (106)					<b>6</b>
Construction Work in Progress (107)					<b>7</b>
Utility Plant Acquisition Adjustments (108)					<b>8</b>
Other Utility Plant Adjustments (109)					<b>9</b>
<b>Total Utility Plant</b>	<b>3,966,031</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Accumulated Provision for Depreciation and Amortization:</b>					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	557,814	0	0	0	<b>10</b>
<b>Total Accumulated Provision</b>	<b>557,814</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Utility Plant</b>	<b>3,408,217</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.  
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
<b>Balance first of year</b>	513,266				<b>513,266</b>	<b>1</b>
<b>Credits During Year</b>						<b>2</b>
<b>Accruals:</b>						<b>3</b>
Charged depreciation expense (403)	67,405				<b>67,405</b>	<b>4</b>
Depreciation expense on meters						<b>5</b>
charged to sewer (see Note 3)	4,368				<b>4,368</b>	<b>6</b>
Accruals charged other						<b>7</b>
accounts (specify):						<b>8</b>
					<b>0</b>	<b>9</b>
Salvage	114				<b>114</b>	<b>10</b>
Other credits (specify):						<b>11</b>
					<b>0</b>	<b>12</b>
<b>Total credits</b>	<b>71,887</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>71,887</b>	<b>13</b>
<b>Debits during year</b>						<b>14</b>
Book cost of plant retired	26,439				<b>26,439</b>	<b>15</b>
Cost of removal	900				<b>900</b>	<b>16</b>
Other debits (specify):						<b>17</b>
					<b>0</b>	<b>18</b>
<b>Total debits</b>	<b>27,339</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,339</b>	<b>19</b>
<b>Balance End of Year</b>	<b>557,814</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>557,814</b>	<b>20</b>
<b>Composite Depreciation Rate?</b>	Yes					<b>21</b>
If yes, what is the rate?	1.94%					<b>22</b>

**NET NONUTILITY PROPERTY (ACCTS. 121 & 122)**

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	0			0	1
<b>Other (specify):</b>					
NONE	0			0	2
<b>Total Nonutility Property (121)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Less accum. prov. depr. & amort. (122)	0			0	3
<b>Net Nonutility Property</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	



**ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)**

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	0	1
<b>Additions:</b>		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
<b>Total Additions</b>	<u>0</u>	
<b>Deductions:</b>		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
<b>Total accounts written off</b>	<u>0</u>	
<b>Balance end of year</b>	<u><u>0</u></u>	

**MATERIALS AND SUPPLIES**

<b>Account (a)</b>	<b>Generation (b)</b>	<b>Transmission (c)</b>	<b>Distribution (d)</b>	<b>Other (e)</b>	<b>Total End of Year (f)</b>	<b>Amount Prior Year (g)</b>	
<b>Electric Utility</b>							
Fuel for generation					0	0	1
Other					0	0	2
<b>Total Electric Utility</b>					<b>0</b>	<b>0</b>	

<b>Account</b>	<b>Total End of Year</b>	<b>Amount Prior Year</b>	
Electric utility total	0	0	1
Water utility	16,539	17,100	2
Sewer utility	0	0	3
Gas utility	0	0	4
Merchandise	0	0	5
Other materials & supplies	0	0	6
<b>Total Materials and Supplies</b>	<b>16,539</b>	<b>17,100</b>	

## UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT (ACCTS. 181 AND 251)

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
<b>Unamortized debt discount &amp; expense (181)</b>				
WATER SYSTEM REVENUE BONDS OF 2001	967	428	18,373	1
<b>Total</b>			<b>18,373</b>	
<b>Unamortized premium on debt (251)</b>				
NONE				2
<b>Total</b>			<b>0</b>	

**CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	825,284	1
<b>Changes during year (explain):</b>		
CONTRIBUTION BY VILLAGE THROUGH TIF #5	206,254	2
<b>Balance end of year</b>	<b>1,031,538</b>	

**BONDS (ACCT. 221)**

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

<b>Description of Issue (a)</b>	<b>Date of Issue (b)</b>	<b>Final Maturity Date (c)</b>	<b>Interest Rate (d)</b>	<b>Principal Amount End of Year (e)</b>	
1996 Refinancing Promissory Note	03/16/1996	12/01/2005	4.50%	21,046	<b>1</b>
2001 WATER SYSTEM REVENUE BONDS	12/01/2001	12/01/2021	4.63%	635,000	<b>2</b>
<b>Total Bonds (Account 221):</b>				<b>656,046</b>	

**NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT**

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
<b>Advances (223)</b>					
Advance from Municipality	12/31/1998	12/31/2004	0.00%	103,502	1
<b>Total for Account 223</b>				<b>103,502</b>	

**TAXES ACCRUED (ACCT. 236)**

<b>Particulars (a)</b>	<b>Amount (b)</b>	
Balance first of year	60,200	1
<b>Accruals:</b>		
Charged water department expense	74,416	2
Charged electric department expense		3
Charged sewer department expense	1,420	4
<b>Other (explain):</b>		
NONE		5
<b>Total Accruals and other credits</b>	<b>75,836</b>	
<b>Taxes paid during year:</b>		
County, state and local taxes	60,200	6
Social Security taxes	5,877	7
PSC Remainder Assessment	387	8
<b>Other (explain):</b>		
NONE		9
<b>Total payments and other debits</b>	<b>66,464</b>	
<b>Balance end of year</b>	<b>69,572</b>	

**INTEREST ACCRUED (ACCT. 237)**

1. Report below interest accrued on each utility obligation.
2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
<b>Bonds (221)</b>					
2001 WATER SYSTEM REVENUE BONDS	0	30,030	30,030	0	1
1996 Refinancing Promissory Note	0	1,793	1,793	0	2
<b>Subtotal</b>	<b>0</b>	<b>31,823</b>	<b>31,823</b>	<b>0</b>	
<b>Advances from Municipality (223)</b>					
NONE	0			0	3
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Long-Term Debt (224)</b>					
NONE	0			0	4
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Notes Payable (231)</b>					
NONE	0			0	5
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>	<b>0</b>	<b>31,823</b>	<b>31,823</b>	<b>0</b>	



**CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)**

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	1,803,992	0	0	0	0	<b>1,803,992</b>	<b>1</b>
<b>Add credits during year:</b>							
For Services						<b>0</b>	<b>2</b>
For Mains						<b>0</b>	<b>3</b>
<b>Other (specify):</b>							
IMPACT FEES	67,800					<b>67,800</b>	<b>4</b>
<b>Deduct charges (specify):</b>							
NONE						<b>0</b>	<b>5</b>
<b>Balance End of Year</b>	<b>1,871,792</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,871,792</b>	
Amount of federal and state grants in aid received for utility construction included in End of Year totals	180,660					<b>180,660</b>	<b>6</b>

**BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
<b>Investment in Municipality (123):</b>		
ADVANCE TO MUNICIPALITY (TIF #5)	450,000	1
<b>Total (Acct. 123):</b>	<b>450,000</b>	
<b>Other Investments (124):</b>		
SPECIAL ASSESSMENTS (DEFERRED)	693	2
<b>Total (Acct. 124):</b>	<b>693</b>	
<b>Special Funds (125):</b>		
NONE		3
<b>Total (Acct. 125):</b>	<b>0</b>	
<b>Notes Receivable (141):</b>		
NONE		4
<b>Total (Acct. 141):</b>	<b>0</b>	
<b>Customer Accounts Receivable (142):</b>		
Water	65,591	5
Electric		6
Sewer (Regulated)		7
<b>Other (specify):</b>		
NONE		8
<b>Total (Acct. 142):</b>	<b>65,591</b>	
<b>Other Accounts Receivable (143):</b>		
Sewer (Non-regulated)		9
Merchandising, jobbing and contract work		10
<b>Other (specify):</b>		
NONE		11
<b>Total (Acct. 143):</b>	<b>0</b>	
<b>Receivables from Municipality (145):</b>		
NONE		12
<b>Total (Acct. 145):</b>	<b>0</b>	
<b>Prepayments (165):</b>		
NONE		13
<b>Total (Acct. 165):</b>	<b>0</b>	
<b>Extraordinary Property Losses (182):</b>		
NONE		14
<b>Total (Acct. 182):</b>	<b>0</b>	
<b>Other Deferred Debits (183):</b>		
NONE		15
<b>Total (Acct. 183):</b>	<b>0</b>	

**BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
<b>Payables to Municipality (233):</b>		
DUE TO SEWER UTILITY	80,000	16
DUE TO CDBG SPECIAL REVENUE FUND	51,713	17
<b>Total (Acct. 233):</b>	<b>131,713</b>	
<b>Other Deferred Credits (253):</b>		
NONE		18
<b>Total (Acct. 253):</b>	<b>0</b>	

**RETURN ON RATE BASE COMPUTATION**

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

<b>Average Rate Base (a)</b>	<b>Water (b)</b>	<b>Electric (c)</b>	<b>Sewer (d)</b>	<b>Gas (e)</b>	<b>Total (f)</b>	
<b>Add Average:</b>						
Utility Plant in Service	3,725,991	0	0	0	<b>3,725,991</b>	<b>1</b>
Materials and Supplies	16,819	0	0	0	<b>16,819</b>	<b>2</b>
<b>Other (specify):</b>						
NONE					<b>0</b>	<b>3</b>
<b>Less Average:</b>						
Reserve for Depreciation	535,540	0	0	0	<b>535,540</b>	<b>4</b>
Customer Advances for Construction					<b>0</b>	<b>5</b>
Contributions in Aid of Construction	1,837,892	0	0	0	<b>1,837,892</b>	<b>6</b>
<b>Other (specify):</b>						
NONE					<b>0</b>	<b>7</b>
<b>Average Net Rate Base</b>	<b>1,369,378</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,369,378</b>	
Net Operating Income	70,564	0	0	0	<b>70,564</b>	<b>8</b>
<b>Net Operating Income as a percent of</b>						
<b>Average Net Rate Base</b>	<b>5.15%</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>5.15%</b>	

**RETURN ON PROPRIETARY CAPITAL COMPUTATION**

1. The data used in calculating proprietary capital are averages.
2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
<b>Average Proprietary Capital</b>		
Capital Paid in by Municipality	928,411	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	447,118	3
<b>Other (Specify):</b>		
NONE		4
<b>Total Average Proprietary Capital</b>	<b>1,375,529</b>	
<b>Net Income</b>		
Net Income	69,059	5
<b>Percent Return on Proprietary Capital</b>	<b>5.02%</b>	

## **IMPORTANT CHANGES DURING THE YEAR**

**Report changes of any of the following types:**

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**1. Acquisitions.**

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**2. Leaseholder changes.**

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**3. Extensions of service.**

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**4. Estimated changes in revenues due to rate changes.**

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**5. Obligations incurred or assumed, excluding commercial paper.**

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**6. Formal proceedings with the Public Service Commission.**

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**7. Any additional matters.**

1. The Public Service Commission has requested the utility to change from a class 'D' utility to a class 'C' utility starting in 2002.

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## FINANCIAL SECTION FOOTNOTES

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### Bonds (Acct. 221) (Page F-14)

1. The 1996 refinancing promissory note has an interest rate ranging from 4.4% to 4.6%.
  2. The 2001 water system revenue bonds have an interest rate ranging from 3.5% to 5.0%.
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### Notes Payable & Miscellaneous Long-Term Debt (Page F-15)

1. The Village chooses not to charge the utility any interest on the advance.
- 

### Identification and Ownership - Contacts (Page iv)

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**WATER OPERATING REVENUES & EXPENSES**

<b>Particulars (a)</b>	<b>Amounts (b)</b>	
<b>Operating Revenues</b>		
<b>Sales of Water</b>		
Sales of Water (460-467)	354,165	1
<b>Total Sales of Water</b>	<b>354,165</b>	
<b>Other Operating Revenues</b>		
Forfeited Discounts (470)	1,732	2
Miscellaneous Service Revenues (471)	0	3
Rents from Water Property (472)	0	4
Interdepartmental Rents (473)	0	5
Other Water Revenues (474)	5,778	6
Amortization of Construction Grants (475)	0	7
<b>Total Other Operating Revenues</b>	<b>7,510</b>	
<b>Total Operating Revenues</b>	<b>361,675</b>	
<b>Operation and Maintenance Expenses</b>		
Source of Supply Expenses (600-605)	0	8
Pumping Expenses (620-625)	36,437	9
Water Treatment Expenses (630-635)	0	10
Transmission and Distribution Expenses (640-655)	37,394	11
Customer Accounts Expenses (901-904)	9,753	12
Sales Expenses (910)	0	13
Administrative and General Expenses (920-935)	65,706	14
<b>Total Operation and Maintenance Expenses</b>	<b>149,290</b>	
<b>Other Operating Expenses</b>		
Depreciation Expense (403)	67,405	15
Amortization Expense (404-407)		16
Taxes (408)	74,416	17
<b>Total Other Operating Expenses</b>	<b>141,821</b>	
<b>Total Operating Expenses</b>	<b>291,111</b>	
<b>NET OPERATING INCOME</b>	<b>70,564</b>	



**WATER OPERATING REVENUES - SALES OF WATER**

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
<b>Operating Revenues</b>				
<b>Sales of Water</b>				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial				2
Industrial				3
<b>Total Unmetered Sales to General Customers (460)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Metered Sales to General Customers (461)				
Residential	1,153	49,913	144,859	4
Commercial	144	23,517	43,773	5
Industrial	20	11,500	24,065	6
<b>Total Metered Sales to General Customers (461)</b>	<b>1,317</b>	<b>84,930</b>	<b>212,697</b>	
Private Fire Protection Service (462)	20		7,272	7
Public Fire Protection Service (463)	1		117,953	8
Other Sales to Public Authorities (464)	25	9,277	16,243	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
<b>Total Sales of Water</b>	<b>1,363</b>	<b>94,207</b>	<b>354,165</b>	

**SALES FOR RESALE (ACCT. 466)**

Use a separate line for each delivery point.

<b>Customer Name</b> <b>(a)</b>	<b>Point of Delivery</b> <b>(b)</b>	<b>Thousands of Gallons Sold</b> <b>(c)</b>	<b>Revenues</b> <b>(d)</b>
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NONE

**OTHER OPERATING REVENUES (WATER)**

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
<b>Public Fire Protection Service (463):</b>		
Amount billed (usually per rate schedule F-1 or Fd-1)	117,953	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
<b>Other (specify):</b>		
NONE		4
<b>Total Public Fire Protection Service (463)</b>	<b>117,953</b>	
<b>Forfeited Discounts (470):</b>		
Customer late payment charges	1,732	5
<b>Other (specify):</b>		
NONE		6
<b>Total Forfeited Discounts (470)</b>	<b>1,732</b>	
<b>Miscellaneous Service Revenues (471):</b>		
NONE		7
<b>Total Miscellaneous Service Revenues (471)</b>	<b>0</b>	
<b>Rents from Water Property (472):</b>		
NONE		8
<b>Total Rents from Water Property (472)</b>	<b>0</b>	
<b>Interdepartmental Rents (473):</b>		
NONE		9
<b>Total Interdepartmental Rents (473)</b>	<b>0</b>	
<b>Other Water Revenues (474):</b>		
Return on net investment in meters charged to sewer department	4,938	10
<b>Other (specify):</b>		
WELL PERMITS	200	11
HYDRANT RENTAL CHARGES	400	12
INSTALLATION FEE FOR WATER USE ONLY METERS	240	13
<b>Total Other Water Revenues (474)</b>	<b>5,778</b>	
<b>Amortization of Construction Grants (475):</b>		
NONE		14
<b>Total Amortization of Construction Grants (475)</b>	<b>0</b>	

**WATER OPERATION & MAINTENANCE EXPENSES**

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
<b>SOURCE OF SUPPLY EXPENSES</b>		
Operation Labor (600)		1
Purchased Water (601)		2
Operation Supplies and Expenses (602)		3
Maintenance of Water Source Plant (605)		4
<b>Total Source of Supply Expenses</b>	<b>0</b>	
<b>PUMPING EXPENSES</b>		
Operation Labor (620)	24,119	5
Fuel for Power Production (621)		6
Fuel or Power Purchased for Pumping (622)	10,756	7
Operation Supplies and Expenses (623)		8
Maintenance of Pumping Plant (625)	1,562	9
<b>Total Pumping Expenses</b>	<b>36,437</b>	
<b>WATER TREATMENT EXPENSES</b>		
Operation Labor (630)		10
Chemicals (631)		11
Operation Supplies and Expenses (632)		12
Maintenance of Water Treatment Plant (635)		13
<b>Total Water Treatment Expenses</b>	<b>0</b>	
<b>TRANSMISSION AND DISTRIBUTION EXPENSES</b>		
Operation Labor (640)	1,175	14
Operation Supplies and Expenses (641)	5,881	15
Maintenance of Distribution Reservoirs and Standpipes (650)		16
Maintenance of Mains (651)	8,705	17
Maintenance of Services (652)	5,658	18
Maintenance of Meters (653)	14,922	19
Maintenance of Hydrants (654)	1,053	20
Maintenance of Other Plant (655)		21
<b>Total Transmission and Distribution Expenses</b>	<b>37,394</b>	

**WATER OPERATION & MAINTENANCE EXPENSES**

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
<b>CUSTOMER ACCOUNTS EXPENSES</b>		
Meter Reading Labor (901)	1,764	22
Accounting and Collecting Labor (902)	7,989	23
Supplies and Expenses (903)		24
Uncollectible Accounts (904)		25
<b>Total Customer Accounts Expenses</b>	<b>9,753</b>	
<b>SALES EXPENSES</b>		
Sales Expenses (910)		26
<b>Total Sales Expenses</b>	<b>0</b>	
<b>ADMINISTRATIVE AND GENERAL EXPENSES</b>		
Administrative and General Salaries (920)	15,800	27
Office Supplies and Expenses (921)	2,880	28
Administrative Expenses Transferred--Credit (922)		29
Outside Services Employed (923)	8,764	30
Property Insurance (924)	3,344	31
Injuries and Damages (925)		32
Employee Pensions and Benefits (926)	32,927	33
Regulatory Commission Expenses (928)		34
Miscellaneous General Expenses (930)		35
Transportation Expenses (933)	1,991	36
Maintenance of General Plant (935)		37
<b>Total Administrative and General Expenses</b>	<b>65,706</b>	
<b>Total Operation and Maintenance Expenses</b>	<b>149,290</b>	

**TAXES (ACCT. 408 - WATER)**

When allocation of taxes is made between departments, explain method used.
--

<b>Description of Tax (a)</b>	<b>Method Used to Allocate Between Departments (b)</b>	<b>Amount (c)</b>	
Property Tax Equivalent		69,572	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		1,420	2
<b>Net property tax equivalent</b>		<b>68,152</b>	
Social Security		5,877	3
PSC Remainder Assessment		387	4
Other (specify): NONE			5
<b>Total tax expense</b>		<b>74,416</b>	

**PROPERTY TAX EQUIVALENT (WATER)**

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Saint Croix				1
<b>SUMMARY OF TAX RATES</b>							2
State tax rate	mills		0.199133				3
County tax rate	mills		3.686302				4
Local tax rate	mills		7.951045				5
School tax rate	mills		9.796836				6
Voc. school tax rate	mills		1.221104				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
<b>Total tax rate</b>	mills		<b>22.854420</b>				10
Less: state credit	mills		0.974874				11
<b>Net tax rate</b>	mills		<b>21.879546</b>				12
<b>PROPERTY TAX EQUIVALENT CALCULATION</b>							13
<b>Local Tax Rate</b>	mills		<b>7.951045</b>				14
<b>Combined School Tax Rate</b>	mills		<b>11.017940</b>				15
<b>Other Tax Rate - Local</b>	mills		<b>0.000000</b>				16
<b>Total Local &amp; School Tax</b>	mills		<b>18.968985</b>				17
<b>Total Tax Rate</b>	mills		<b>22.854420</b>				18
<b>Ratio of Local and School Tax to Total</b>	dec.		<b>0.829992</b>				19
<b>Total tax net of state credit</b>	mills		<b>21.879546</b>				20
<b>Net Local and School Tax Rate</b>	mills		<b>18.159847</b>				21
Utility Plant, Jan. 1	\$	3,613,655	3,613,655				22
Materials & Supplies	\$	17,100	17,100				23
<b>Subtotal</b>	\$	<b>3,630,755</b>	<b>3,630,755</b>				24
Less: Plant Outside Limits	\$	5,974	5,974				25
<b>Taxable Assets</b>	\$	<b>3,624,781</b>	<b>3,624,781</b>				26
Assessment Ratio	dec.		1.056916				27
<b>Assessed Value</b>	\$	<b>3,831,089</b>	<b>3,831,089</b>				28
<b>Net Local &amp; School Rate</b>	mills		<b>18.159847</b>				29
<b>Tax Equiv. Computed for Current Year</b>	\$	<b>69,572</b>	<b>69,572</b>				30
Tax Equivalent per 1994 PSC Report	\$	39,874					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
<b>Tax equiv. for current year (see note 6)</b>	\$	<b>69,572</b>					34

**WATER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>INTANGIBLE PLANT</b>			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	
<b>SOURCE OF SUPPLY PLANT</b>			
Land and Land Rights (310)	10,815		4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	94,102		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	745		10
Other Water Source Plant (317)	0		11
<b>Total Source of Supply Plant</b>	<b>105,662</b>	<b>0</b>	
<b>PUMPING PLANT</b>			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	77,061		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	31,397		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	2,902		20
<b>Total Pumping Plant</b>	<b>111,360</b>	<b>0</b>	
<b>WATER TREATMENT PLANT</b>			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	374		23
<b>Total Water Treatment Plant</b>	<b>374</b>	<b>0</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Land and Land Rights (340)	15,515		24
Structures and Improvements (341)	0		25



**WATER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>INTANGIBLE PLANT</b>				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>SOURCE OF SUPPLY PLANT</b>				
Land and Land Rights (310)			10,815	4
Structures and Improvements (311)			0	5
Collecting and Impounding Reservoirs (312)			0	6
Lake, River and Other Intakes (313)			0	7
Wells and Springs (314)			94,102	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			745	10
Other Water Source Plant (317)			0	11
<b>Total Source of Supply Plant</b>	<b>0</b>	<b>0</b>	<b>105,662</b>	
<b>PUMPING PLANT</b>				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			77,061	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			31,397	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			2,902	20
<b>Total Pumping Plant</b>	<b>0</b>	<b>0</b>	<b>111,360</b>	
<b>WATER TREATMENT PLANT</b>				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			0	22
Water Treatment Equipment (332)			374	23
<b>Total Water Treatment Plant</b>	<b>0</b>	<b>0</b>	<b>374</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>				
Land and Land Rights (340)			15,515	24
Structures and Improvements (341)			0	25

**WATER UTILITY PLANT IN SERVICE**

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Distribution Reservoirs and Standpipes (342)	234,006	397,101	26
Transmission and Distribution Mains (343)	2,025,233	54,648	27
Fire Mains (344)	0		28
Services (345)	442,642	6,935	29
Meters (346)	147,969	8,518	30
Hydrants (348)	317,831	10,902	31
Other Transmission and Distribution Plant (349)	0		32
<b>Total Transmission and Distribution Plant</b>	<b>3,183,196</b>	<b>478,104</b>	
<b>GENERAL PLANT</b>			
Land and Land Rights (389)			33
Structures and Improvements (390)	56,647		34
Office Furniture and Equipment (391)	967		35
Computer Equipment (391.1)	716		36
Transportation Equipment (392)	16,362		37
Stores Equipment (393)			38
Tools, Shop and Garage Equipment (394)			39
Laboratory Equipment (395)			40
Power Operated Equipment (396)			41
Communication Equipment (397)			42
SCADA Equipment (397.1)		28,414	43
Miscellaneous Equipment (398)	10,668		44
Other Tangible Property (399)			45
<b>Total General Plant</b>	<b>85,360</b>	<b>28,414</b>	
<b>Total utility plant in service directly assignable</b>	<b>3,485,952</b>	<b>506,518</b>	
Common Utility Plant Allocated to Water Department	0		46
<b>Total utility plant in service</b>	<b>3,485,952</b>	<b>506,518</b>	

**WATER UTILITY PLANT IN SERVICE (cont.)**

<b>Accounts (d)</b>	<b>Retirements During Year (e)</b>	<b>Adjustments Increase or (Decrease) (f)</b>	<b>Balance End of Year (g)</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>				
Distribution Reservoirs and Standpipes (342)			631,107	26
Transmission and Distribution Mains (343)	6,698		2,073,183	27
Fire Mains (344)			0	28
Services (345)	4,452		445,125	29
Meters (346)	13,234		143,253	30
Hydrants (348)	2,055		326,678	31
Other Transmission and Distribution Plant (349)			0	32
<b>Total Transmission and Distribution Plant</b>	<b>26,439</b>	<b>0</b>	<b>3,634,861</b>	
<b>GENERAL PLANT</b>				
Land and Land Rights (389)			0	33
Structures and Improvements (390)			56,647	34
Office Furniture and Equipment (391)			967	35
Computer Equipment (391.1)			716	36
Transportation Equipment (392)			16,362	37
Stores Equipment (393)			0	38
Tools, Shop and Garage Equipment (394)			0	39
Laboratory Equipment (395)			0	40
Power Operated Equipment (396)			0	41
Communication Equipment (397)			0	42
SCADA Equipment (397.1)			28,414	43
Miscellaneous Equipment (398)			10,668	44
Other Tangible Property (399)			0	45
<b>Total General Plant</b>	<b>0</b>	<b>0</b>	<b>113,774</b>	
<b>Total utility plant in service directly assignable</b>	<b>26,439</b>	<b>0</b>	<b>3,966,031</b>	
Common Utility Plant Allocated to Water Department			0	46
<b>Total utility plant in service</b>	<b>26,439</b>	<b>0</b>	<b>3,966,031</b>	

**SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS**

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			8,025	8,025	1
February			6,935	6,935	2
March			7,914	7,914	3
April			7,817	7,817	4
May			9,217	9,217	5
June			8,835	8,835	6
July			10,736	10,736	7
August			9,459	9,459	8
September			9,097	9,097	9
October			8,598	8,598	10
November			8,723	8,723	11
December			9,176	9,176	12
<b>Total annual pumpage</b>	<b>0</b>	<b>0</b>	<b>104,532</b>	<b>104,532</b>	
Less: Water sold				94,207	13
Volume pumped but not sold				10,325	14
Volume sold as a percent of volume pumped				90%	15
Volume used for water production, water quality and system maintenance				460	16
Volume related to equipment/system malfunction				169	17
Non-utility volume NOT included in water sales				360	18
Total volume not sold but accounted for				989	19
Volume pumped but unaccounted for				9,336	20
Percent of water lost				9%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				590	23
Date of maximum: 5/30/2002					24
Cause of maximum:					25
Filling swimming pool.					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				119	26
Date of minimum: 8/5/2002					27
Total KWH used for pumping for the year				139,980	28
If water is purchased: Vendor Name:					29
Point of Delivery:					30

**SOURCES OF WATER SUPPLY - GROUND WATERS**

<b>Location (a)</b>	<b>Identification Number (b)</b>	<b>Depth in feet (c)</b>	<b>Well Diameter in inches (d)</b>	<b>Yield Per Day in gallons (e)</b>	<b>Currently In Service? (f)</b>	
NEWTON STREET	2	410	24	576,000	Yes	<b>1</b>
PINE STREET	3	417	24	1,440,000	Yes	<b>2</b>

**SOURCES OF WATER SUPPLY - SURFACE WATERS**

Location (a)	Identification Number (b)	Intakes			Diameter in inches (e)
		Distance From Shore in feet (c)	Depth Below Surface in feet (d)		
NONE					

1

**PUMPING & POWER EQUIPMENT**

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

<b>Particulars (a)</b>	<b>Unit A (b)</b>	<b>Unit B (c)</b>	<b>Unit C (d)</b>
Identification	2	3	1
Location	NEWTON STREET	PINE STREET	2
Purpose	P	P	3
Destination	D	D	4
Pump Manufacturer	LAYNE	PEERLESS	5
Year Installed	1957	1985	6
Type	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	750	1,050	8
Pump Motor or Standby Engine Mfr	LAYNE	PEERLESS	10
Year Installed	1957	1985	11
Type	ELECTRIC	ELECTRIC	12
Horsepower	60	125	13

<b>Particulars (a)</b>	<b>Unit D (b)</b>	<b>Unit E (c)</b>	<b>Unit F (d)</b>
Identification			14
Location			15
Purpose			16
Destination			17
Pump Manufacturer			18
Year Installed			19
Type			20
Actual Capacity (gpm)			21
Pump Motor or Standby Engine Mfr			22
Year Installed			23
Type			24
Horsepower			25
			26

**RESERVOIRS, STANDPIPES & WATER TREATMENT**

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	#1	#2	1
<b>RESERVOIRS, STANDPIPES</b>			2
<b>OR ELEVATED TANKS</b>			3
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	ET	4
Year constructed	1985	2002	5
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	6
Elevation difference in feet (See Headnote 3.)	180	98	7
Total capacity in gallons (actual)	300,000	200,000	8
<b>WATER TREATMENT PLANT</b>			9
Disinfection, type of equipment (gas, liquid, powder, other)			10
Points of application (wellhouse, central facilities, booster station, other)			11
Filters, type (gravity, pressure, other, none)			12
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)			13
Is a corrosion control chemical used (yes, no)?			14
Is water fluoridated (yes, no)?			15
			16
			17
			18
			19
			20
			21
			22
			23
			24
			25



**WATER MAINS**

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If the assessments are deferred, explain.

			Number of Feet				
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)
M	D	4.000	8,395	0	630	0	7,765
P	D	4.000	660	0	0	0	660
M	D	6.000	54,951	510	510	0	54,951
M	D	8.000	33,394	679	49	0	34,024
M	D	12.000	20,290	0	0	0	20,290
Total Within Municipality			117,690	1,189	1,189	0	117,690
Total Utility			117,690	1,189	1,189	0	117,690

**WATER SERVICES**

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
  - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.750	607	0	8	0	599	7	1
M	1.000	592	9	4	0	597	97	2
M	1.250	2	0	0	0	2		3
M	1.500	61	1	2	0	60	25	4
M	2.000	24	0	0	0	24	2	5
M	4.000	4	0	0	0	4		6
M	6.000	17	0	0	0	17	4	7
M	8.000	4	0	0	0	4		8
<b>Total Utility</b>		<b>1,311</b>	<b>10</b>	<b>14</b>	<b>0</b>	<b>1,307</b>	<b>135</b>	

**METERS**

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (o).
5. Explain all reported adjustments as a schedule footnote.

**Number of Utility-Owned Meters**

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	1,368	0	105	0	1,263	102	1
1.000	24	9	5	0	28	5	2
1.250	2	0	1	0	1	1	3
1.500	17	5	2	0	20	2	4
2.000	21	3	2	0	22	2	5
3.000	7	2	1	0	8	1	6
<b>Total:</b>	<b>1,439</b>	<b>19</b>	<b>116</b>	<b>0</b>	<b>1,342</b>	<b>113</b>	

**Classification of All Meters at End of Year by Customers**

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	1,085	143	4	11	0	20	1,263	1
1.000	0	13	6	5	0	4	28	2
1.250	0	1	0	0	0	0	1	3
1.500	0	14	4	0	0	2	20	4
2.000	0	12	3	5	0	2	22	5
3.000	0	1	0	4	0	3	8	6
<b>Total:</b>	<b>1,085</b>	<b>184</b>	<b>17</b>	<b>25</b>	<b>0</b>	<b>31</b>	<b>1,342</b>	

**HYDRANTS AND DISTRIBUTION SYSTEM VALVES**

1. Distinguish between fire and flushing hydrants by lead size.
  - a. Fire hydrants normally have a lead size of 6 inches or greater.
  - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
<b>Fire Hydrants</b>						
Outside of Municipality	0				0	1
Within Municipality	247	3	2		248	2
<b>Total Fire Hydrants</b>	<b>247</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>248</b>	
<b>Flushing Hydrants</b>						
	1				1	3
<b>Total Flushing Hydrants</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	

**NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year**

Number of hydrants operated during year: 120

Number of distribution system valves end of year: 509

Number of distribution valves operated during year: 240

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## WATER OPERATING SECTION FOOTNOTES

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### Water Operation & Maintenance Expenses (Page W-05)

1. A/C #620 labor decreased because of the distribution related to the reporting as a class 'C' utility.
  2. A/C #926 During 2002 the village had an increase in health insurance premiums and also retirement benefits increased.
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### Water Utility Plant in Service (Page W-08)

1. A/C #342 The village installed a new 200,000 gallon water tower during 2002. The cost was financed by a TIF District and proceeds from long-term debt the utility assumed in 2001.
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### Water Mains (Page W-15)

1. 679' of 8" main and 110' of 6" main was financed by available resources of the utility. This addition replaced 630' of 4" main, 110' of 6" main, and 49' of 8" main. The estimated original cost of the replaced main was \$3,430.
  2. 400' of 6" main was financed by available resources of the utility. This addition replaced 400' of older 6" main, estimated original cost of \$3,268.
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### Water Services (Page W-16)

1. 6 - 1" services were financed by available resources of the utility. These replaced 5 - 3/4" services and 1 - 1" service.
  2. 3 - 1" services and 1 - 1 1/2" service were financed by available resources of the utility. These replaced 3 1" services and 1 - 1 1/2" service.
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### Hydrants and Distribution System Valves (Page W-18)

1. The utility operated 134 hydrants last year and 120 hydrants this year, total operated during the two years equals 254.
  2. The utility operated 262 valves last year and 240 valves this year, total operated during the two years equals 502. The utility had 502 valves at the end of 2001.
  3. The utility superintendent is aware of the operation recommendations.
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